



**FOOD AND DRUG ADMINISTRATION**  
**AN EQUAL OPPORTUNITY EMPLOYER**  
**V A C A N C Y   A N N O U N C E M E N T**  
**FDA IS SMOKE-FREE**

**Announcement Number:** FDA-9-4016

**Opening Date:** May 7, 1999

**Closing Date:** June 18, 1999

**Position Title:** Supervisory, Interdisciplinary Scientist

**Series & Grade:** GS-403/413/415/701/1301/1320-14/15

**Promotion Potential:** GS-15

**Salary Range:** GS-14 - \$68,570 - \$89,142 per annum  
GS-15 - \$80,658 - \$104,851 per annum

**Area of Consideration:** All Sources (This is a combined announcement for both competitive examining, i.e., external hiring, and merit promotion, i.e., internal hiring. Applicants without status are only eligible to apply under competitive examining. Applicants with status who wish to be considered under both types of recruitment must submit two separate applications. If only one application is received, status applicants will be considered under merit promotion procedures only).

**Type of Appointment:** Career/Career Conditional

**Relocation expenses:** Will not be paid

**Organization, Duty Location:** DHHS, FDA, Center for Veterinary Medicine, Division of Human Food Safety, Rockville, MD

Commissioned Corps candidates may apply.

**JOB SUMMARY:**

As a Supervisory, Interdisciplinary Scientist, the incumbent serves as Division Director for the Division of Human Food Safety. The Division Director plans, manages, organizes, and directs all the regulatory review operations, program functions, and activities of the Division as carried out by team leaders and a highly trained scientific staff. Applies knowledge of administrative procedures and program management toward carrying out the mission of the Division.

Specific duties include:

- Initiates decision making processes and documents, and participates fully in discussions and decisions concerning the program plans and activities of the office.
- Provides authoritative advice and assessments of the impact of actual and proposed Administration and Congressional actions on the programs, functions and activities of the Division.
- Implements policies and plans, and makes critical decisions and provides expert advice and counsel concerning approaches and options that are sound and reasonable in relation to the goals and objectives.
- Oversees the budget, fiscal, and administrative controls of the Division and makes recommendations for the enhancement and improvement of the functions of the Division.
- Represents the Division and Office in dealing and negotiating with individuals representing other Federal agencies; State, local and foreign governments; the regulated industry; professional and industry organizations; and public interest groups.

**QUALIFICATIONS:**

**MICROBIOLOGIST, GS-403**

Applicants must have either (A) Successful completion of a full 4-year course of study in an accredited college or university leading to a bachelor's (or higher) degree in microbiology, biology, chemistry, or basic medical science which includes at least 20 semester hours in microbiology and other subjects related to the study of microorganisms, and 20 semester hours in the physical and a mathematical sciences combining course work in organic chemistry or biochemistry, physics, and college algebra, or their equivalent; OR (B) A combination of education and experience with courses equivalent to a major in microbiology, biology, chemistry, or basic medical science that included courses as shown in A above, plus appropriate experience or additional education.

**PHYSIOLOGY, GS-413**

Applicants must have successful completion of a full four-year course of study in an accredited college or university leading to a bachelor's (or higher) degree in one of the basic animal sciences or physiology; or related discipline or field of science, that included 24 semester hours in basic animal science, of which 10 semester hours were in animal physiology. Courses such as anatomy, cytology, invertebrate and vertebrate zoology, embryology, entomology, animal, dairy and poultry husbandry, nutrition, genetics and physiology may be used to meet the 24-semester hour requirement in the basic animal sciences.

**TOXICOLOGIST, GS-415**

Applicants must have successful completion of a full four-year course of study in an accredited college or university leading to a bachelor's (or higher) degree in toxicology; or an appropriate discipline of the biological, medical, or veterinary sciences that included at least 30 semester hours in chemistry, biochemistry or physiology, and 12 semester hours in toxicology.

**VETERINARY MEDICAL OFFICER, GS-701**

Applicants must possess a degree of Doctor of Veterinary Medicine or equivalent degree at a school approved or accredited by (a) the American Veterinary Medical Association (AVMA), (b) a State department of education, or (c) a State Board of Veterinary Medical Examiners.

Graduates of foreign veterinary medical schools who do not meet the requirements specified above must furnish proof of (a) graduation from a veterinary medical school, (b) comprehension of and ability to communicate in the English language, and (c) passage of the written examination in veterinary medicine of the Educational Commission for Foreign Veterinary Graduates of the U.S. National Board of Veterinary Medical Examiners. Proof of English language proficiency may be met by (1) achieving a total score on the Test of English as a Foreign Language at least 550 with a listening comprehension score of at least 60 points, (2) earning an advanced degree (i.e., an M.S. or Ph.D.) at a U.S. college or university, or (3) graduating from a U.S. or Canadian English speaking high school. The following are exceptions to these requirements:

-Veterinarians who qualified between 1965 and 1972, who hold certificates under the program of the Educational Commission for Foreign Graduates.

-Veterinarians who are graduates of foreign veterinary colleges that were included on the September 1, 1963, list entitled, "Foreign Veterinary Colleges Evaluated by the Council on Education, American Veterinary Medical Association, : and who entered the United States or Canada and qualified as eligible for private practice or Federal employment on or before December 31, 1972.

**PHYSICAL SCIENTIST, GS-1301**

Applicants must have either (A) a full four-year course of study in an accredited college or university leading to a bachelors or higher degree in physical science, engineering or mathematics that included 24 semester hours in physical science and/or related engineering science such as mechanics, dynamics, properties of materials, and electronics; OR (B) a combination of education and experience - at least 24 semester hours of courses equivalent to one of the majors as shown in A above, plus appropriate experience or additional education.

**CHEMIST, GS-1320**

Applicants must have either (A) Successful completion of a full four-year course of study in an accredited college or university leading to a bachelor's (or higher) degree in physical sciences, life sciences or engineering that included 30 semester hours in chemistry, supplemented by course work in mathematics through differential and integral calculus, and at least 6 semester hours of physics; OR (B) A combination of education and experience with course work equivalent to a major as shown in A above, including at least 30 hours in chemistry, supplemented by mathematics through differential and integral calculus, and at least 6 semester hours of physics, plus appropriate experience or additional education.

Candidates must have 52 weeks of specialized experience equivalent to the next lower grade level.

Specialized experience is experience which is typically in or related to the work of the position.

Candidates must meet all qualification requirements, including time-in-grade, within 30 days after the closing date.

The candidate chosen for this position must serve a one year probationary period if he/she has not previously been a supervisor or manager.

**EVALUATION METHOD:**

Candidates found basically qualified will be further evaluated by determining the extent to which their work or related experience, education, training, awards, etc., indicate their possession of the knowledge, skills, and abilities (KSA's) described below.

1. Ability to plan and direct work within a scientific environment.
2. Knowledge of the scientific disciplines involved in determining the human food safety of animal drugs.
3. Knowledge of the Federal Food Drug and Cosmetic Act, regulations and guidance used in determining the human food safety of animal drugs.
4. Ability to communicate orally.
5. Ability to communicate in writing.

**HOW TO APPLY:**

- A. Candidates may submit an Application for Federal Employment (SF-171), an Optional Application for Federal Employment (OF 612), resume, curriculum vitae, or any other written format. Your application **must** include the following information:
1. Title, series, grade, and vacancy announcement number of the vacancy for which you want to be considered.
  2. Full legal name, social security number and mailing address.
  3. Daytime and evening telephone numbers.
  4. For experiences most relevant to this position, include name of employer, dates of employment, job title, start and end dates, and a description of your duties and responsibilities for each job listed.
  5. Average hours worked for each position if other than 40 hours per week.
  6. Name, location and date of educational institutions attended.
  7. Type of degree, if any, and date received.
  8. Major field of study.
  9. List of relevant training including, courses titles, dates, number of hours and name of institution.
  10. Description of honors, awards, and special qualifications, such as language skills or computer skills, along with dates acquired.
  11. Clearly identify U.S. Citizenship (Proof required prior to employment)

**B. Additional Information**

The following information/documents should be submitted with your application/resume, if checked:

- X 1. Written response to the knowledge, skills and abilities
- X 2. If claiming veterans' preference, DD-214 if claiming 5 points veterans preference
- X 3. Both DD-214 and SF-15 if claiming 10 points veterans preference
- X 4. College transcripts or list of courses, including title, credit hours and grade for each course
- X 5. For status candidates, copy of most recent performance appraisal/evaluation, and a copy of last SF-50, Notification of Personnel Action
- X 6. Applicant Background Survey: Please return the Background Survey with your application. The information you provide is used for statistical purposes. The return of this form will have no impact on your consideration for this position.

**Veteran's Preference for Federal Jobs:**

If you served on active duty in the United States military and received an honorable or general discharged, you may be eligible for veterans' preference. Service starting after October 15, 1976, requires a Campaign Badge or Expeditionary medal, or service connected disability requirements. For information about eligibility requirements, call 912-757-3000 and request Veterans' Preference for Federal Jobs: CE-101

To Claim veterans' preference, attach a copy of your DD-214, Certificate of Release or Discharge from Active Duty, or other proof of eligibility.

- If claiming 5 point veterans' preference, list the dates (month, day, year) and branch of any active duty served.
- If claiming 10 point veterans' preference, attach an SF-15, Application for 10 Point Veteran's Preference, plus the proof required by that form.

\*The Defense Authorization Act of November 18, 1997, extended veterans' preference to persons who served on active duty during the Gulf War from August 2, 1990, through January 2, 1992. The law grants preference to persons otherwise eligible and who served on active duty during this period, regardless of where the person served or for how long. The law also authorizes the Secretary of each military department to award the Armed Forces Expeditionary Medal for service in Bosnia during the period November 10, 1995, to a date to be determined. The award of the Medal is qualifying for veterans' preference. More information on veterans' preference is available in the VetGuide that may be found on the U.S. Office of Personnel Management web site at [www.opm.gov](http://www.opm.gov).

**Surplus or Displaced Employees in the Department of Health And Human Services (DHHS) Requesting Special Selection Priority Consideration Under The Career Transition Assistance Program (CTAP)**

If you are currently a DHHS employee you may be entitled to special priority selection under the DHHS Career Transition Assistance Program (CTAP). To receive priority consideration, you must:

1. Be a current DHHS employee serving under an appointment in the competitive or excepted service in tenure group I or II, in receipt of (1) a Reduction in Force (RIF) specific separation notice, (2) a notice of proposed removal for declining a directed reassignment or transfer of function outside of the commuting area, (3) a Certificate of Expected Separation (CES), or (4) other official notice that indicates the employee is surplus or eligible for discontinued service retirement (DSR) or as being in a surplus organization or occupation, and the date of the separation has not passed and you are still on the rolls of DHHS. You must submit a copy of the separation notice, CES, or other official notice along with your application in order to receive special priority consideration;

2. Be applying for a position that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated;
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package;
4. Be currently employed by DHHS in the same commuting area of the position for which you are requesting priority consideration;
5. Submit your application (including all required documentation) by the vacancy announcement closing date and meet all the application criteria; and
6. Be rated well qualified for the position.

“Well Qualified” means: a surplus/displaced employee must meet the minimum qualifications and eligibility requirements for the position, including any documented selective factor(s), and be rated and ranked under the same procedures as merit promotion applicants to determine the extent to which he/she possesses the knowledge, skills, and abilities (KSAs) to succeed in the position being filled. A cut-off score will be used to determine the well qualified applicant(s).

### **Displaced Employees Requesting Special Selection Priority Consideration Under The Interagency Career Transition Assistance Program (ICTAP)**

If you are a displaced Federal employee you may be entitled to receive priority selection under the ICTAP.

To be eligible for the special selection priority, you must meet all of the following:

- (1) Be a displaced Federal employee;
- (2) Submit a copy of your current (or your last) performance rating of record of at least fully successful or equivalent;
- (3) Apply for a vacancy at or below the grade level from which you were or are being separated, that does not have a greater promotion potential than the position from which you have been or are being separated from;
- (4) Occupy, or was displaced from a position in the same local commuting area of the vacancy;
- (5) Submit an application (including all required documentation) for a specific vacancy within the time frames established on the announcement and meet all the application and eligibility criteria;
- (6) Submit proof of eligibility; and
- (7) Be rated well qualified for the position.

“ Well Qualified “ means: a displaced employee must meet the minimum qualification and eligibility requirements for the position (including any selective factors), and be rated and ranked to determine the extent to which he/she possesses the knowledge, skill, and abilities (KSAs) to succeed in the position being filled. Under merit promotion procedures, a cut-off score will be used to determine the well qualified applicant(s). Under delegated examining procedures, the displaced employee must receive a score of 90 or better to receive selection priority.

Displaced employees may submit any (one) of the following as proof of eligibility for the special selection priority:

- (1) RIF separation notice, or notice of proposed removal for declining a directed reassignment or transfer of function to another commuting area;
- (2) Documentation, e.g., SF-50, Notification of Personnel Action, showing that you were separated as a result of RIF, or for declining a directed reassignment or transfer of function to another commuting area;
- (3) Official certification from an agency stating that it cannot place an individual whose injury compensation has been or is being terminated;
- (4) Official notification from OPM that your disability annuity has been or is being terminated; or
- (5) Official notification from the Military Department or National Guard Bureau that the employee has retired under 5 U.S.C. 8337(h) or 8456.

Send or bring applications to:      Food and Drug Administration  
    Office of Human Resources and Management Services  
    Attn: Mary Goodson  
    Room 211, Metro Park North I, HFA-423  
    7520 Standish Place  
    Rockville, MD 20857

Faxed copies of this announcement may be obtained by calling (301) 827-4287 or visit our Website at [www.Usajobs.opm.gov/a9fda.htm](http://www.Usajobs.opm.gov/a9fda.htm). Applications received become the property of the Office of Human Resources and Management Services (OHRMS).

Applications submitted in postage paid Government envelopes will not be accepted.

Additional forms and information may be obtained from the address above or by calling Mary Goodson at (301) 827-7332. Candidates must submit a complete application package that is received or postmarked by the closing date of this announcement.

**All applicants will receive equal consideration without regard to race, religion, color, national origin, sex, disability, sexual orientation, political affiliation, age (with authorized exceptions) or any other non-merit factor.**